



PURCHASING UPDATE

December 2015

STATE OF UTAH

SPECIAL POINTS OF INTEREST:

- Purchasing Coordinator: new position, new employee
- 2016 PEP Seminar Dates announced

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THE UTAH PROCUREMENT CODE

By Tara Eutsler

The Utah Procurement Code is the handbook for purchases made by almost all of the public entities in the State of Utah. *"Except as provided in Section 63G-6a-107, this chapter (the Procurement Code) shall apply to every expenditure of public funds irrespective of the source of the funds, including federal assistance, by any procurement unit, under any contract."* (UCA 63G-6a-105(2)(a))

The underlying purposes and policies of Procurement Code are [63G-6a-102]:

- (1) *to simplify, clarify, and modernize the law governing procurement in the state;*
- (2) *to ensure the fair and equitable treatment of all persons who deal with the procurement system;*
- (3) *to provide increased economy in state procurement activities; and*
- (4) *to foster effective broad-based competition within the free enterprise system.*

Before the Procurement Code can fulfill those four purposes, the individuals involved in the Procurement process must have a firm understanding of the content contained therein. With the changes to the Utah Procurement Code that the Utah Legislature has enacted during each of the last few legislative sessions, a procurement professional must work to maintain current

knowledge.

As a procurement professional, do you know the Procurement Code? Do you have a copy of the Procurement Code that you review regularly? Is it up-to-date? Do you reference your copy of the Procurement Code when you have a procurement question?

If any of your answers were "no," consider, downloading a copy of the current Procurement Code for your personal use from the Utah Legislative page: le.ut.gov Search for Title 63G General Government, Chapter 6a Utah Procurement Code or Ctrl-click on [this link](#).

The website has three download options for the Code: PDF, RTF, or XML. Download the PDF version if you want to ensure that you don't change the wording. Download the Rich Text Format (RTF), which opens in Microsoft Word, if you want to easily highlight, underline or change the color of the font.

Regularly reviewing and building a firm understanding the Procurement Code is essential to ensuring fair and equitable treatment during the procurement process, making the best use of public funds, and avoiding questionable procurement practices that could lead to criminal activities.

FINET TRAINING

FINET, the financial information network for the State of Utah, handles the State's accounts payable, accounts receivable, fixed assets, procurement, and much more. In 2015, FINET experienced an upgrade which changed its look and feel. State Finance created an informative and important online training for the new FINET 3.10 system. The training is available at

<http://finance.utah.gov/finetupgrade.html>

For those who have FINET access and would like to learn more about FINET, there are also various teacher-led training classes available from State Financing. Please consult the training schedule available on the following webpage.

<http://finance.utah.gov/traininghome.html>

FINET 3.10
training is
available online

COOPERATIVE CONTRACT: LABORATORY & FIELD INSTRUMENTS

Did you know the State of Utah has a "Best Value" cooperative contract, PA2168, with Hach Company for Water Analysis Instruments & Chemistry? This contract provides the end users a 3% discount from the Hach Master Catalog of Instruments & Chemistry (including Flow Equipment). The Hach Master Catalog may be accessed at: <http://wpcappserve.com/vw/Hach/bridge/index.html>

HOW TO USE THIS CONTRACT

1. Contact Steve Myers at smyers@hach.com to request an account with Hach, citing that you are a State of Utah entity using State of Utah contract PA2168. Your account will be coded at Hach under the State of Utah Master Account.
2. Once your account is coded under the State of Utah Master Account, you can request quotes or purchase directly from the Hach quotes department. The State discounted price will automatically be applied.
 - a. Phone: 800-227-4224 ext. 6100
 - b. Email: quotes@hach.com
 - c. Web: www.hach.com

3. Use the quote to order directly from Hach
 - a. Phone: 800-227-4224 ext. 6100
 - b. Email: orders@hach.com
 - c. Fax: 970-669-2932

Please note that this contract does not include Hach items available through State of Utah Contract MA412 with VWR. Excluded from this contract are items from the following product lines:
Laboratory e-chem: Hach HQd, SensION, Radiometer, and IQ – series meters and probes;
Laboratory chemistry: Test-in-Tube, Powder Pillows, Accuvacs, Test Strips;
Microbiological Media Laboratory instruments: DR1900 Spectrophotometer, some DRB 200 Reactor Blocks;
Field instruments: Pocket Colorimeter II, DR900, 2100Q Portable Turbidimeters, Pocket Pro Testers

To purchase these excluded items please see State of Utah Contract MA412 with VWR International, Inc.

If you need further information, please contact Brenda Veldevere at bveldevere@utah.gov or (801) 538-3142.



COOPERATIVE CONTRACT: SCHOOL ATHLETICS UNIFORMS AND EQUIPMENT

The State of Utah has awarded contracts for School Athletics Uniforms and Equipment. These contracts were solicited by use of an approved vendor list and have contract numbers starting the letters "AV." As part of the approved vendor list process each of these vendors have agreed to adhere to the State standard Terms and Conditions and to certain reasonable return and insurance limits.

Orders will be made directly from the vendors from the person indicated on the summary sheet. Pricing consists of either a stated amount in the contract for each item or a specified discount off of a catalog. State Purchasing has sought to have each vendor submit their most competitive up front price, but in order to best utilize these contracts schools and school districts should look

at each vendor in the desired category to determine which contract best suit the needs of the school district.

These contracts are intended to be a tool that will help you purchase uniforms and equipment for all of your organized athletics programs.

We have made it clear to each vendor that these contracts are not to be associated with any activities that include personal discounts, kick-backs or any other unfair or non-transparent activities. If you are aware of any of these activities please contact State Purchasing.

If you have any questions about these contracts, please contact Christopher Jennings at the cjennings@utah.gov at (801) 538-3524.

To search the contracts, click or [CTRL-click here](#).

AV2288	Pro Look Sports	(Only in Region 1. See Map in Contract Summary) Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.
AV2289	Power Lift	Weight Training and Misc.
AV2290	BSN Sports	Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.
AV2291	Hillock Sports	Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.
AV2293	Universal Athletic	Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.
AV2292	Riddell	Football, Baseball/Softball, Track and Field, Volleyball, Tennis, Basketball.
AV2294	American Soccer Co, Inc.	Baseball/Softball, Soccer, Volleyball, Tennis, Basketball, Weight Training & Misc.
AV2296	Upper Limit, Inc.	Weight Training and Misc.
AV2298	Eastbay	Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.
AV2299	Schutt Reconditioning	Football, Baseball/Softball.
AV2300	Advanced Exercise Equipment, Inc.	Weight Training and Misc.
AV2301	Promaxima Manufacturing	Weight Training and Misc.
AV2302	Level 42 Sports	Football, Baseball/Softball, Soccer, Track and Field, LaCrosse, Volleyball, Tennis, Basketball, Weight Training and Misc.

Watch the next newsletter for uniform contracts for cheer squad, dance, etc.



DIVISION OF PURCHASING & GENERAL SERVICES



RESERVE THE DAYS:

PROCUREMENT EDUCATION PARTNERSHIP SEMINARS

HOSTED BY NASPO VALUE POINT AND THE STATE OF UTAH, DIVISION
OF PURCHASING AND GENERAL SERVICES

Save the dates for our 2016 Public Education Partnership Seminars sponsored by NASPO and State Purchasing. Watch future newsletters for more information.

DATES: **17 March 2016**
 28 June 2016
 20 September 2016
 6 December 2016

TIME: 9 AM – 4 PM

LOCATION: State Office Building; 1st floor Auditorium
 450 North State Street
 Salt Lake City, Utah

NEW EMPLOYEE AT STATE PURCHASING



We welcome Debbie Johnson to the Division of Purchasing staff as the Procurement Coordinator.

Debbie will serve as an Purchasing's outreach to the legislature to help our representatives how procurements required by a bill can be implemented within the Procurement Code and Administrative Rule R33. Debbie will

also reach out to political subdivisions, educational procurement units, and special districts about services available to them through State Purchasing.

We are glad to have Debbie as a member of our team.

Debbie Johnson
djohnson@utah.gov
801-592-8883

STATE OF UTAH

Division of Purchasing

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Capitol Hill Complex
PO Box 141061
Salt Lake City, UT 84114

Phone: 801-538-3026

**We're on
the Web !**

[purchasing .utah.gov](http://purchasing.utah.gov)

HOW TO RECEIVE THE PURCHASING UPDATE NEWSLETTER

Individuals who have a State
Google email account:

Step 1: Enter into GROUPS in
the State Google email
account

Step 2: In the new window's
search field, type PUR-
CHASING NEWSLETTER

Step 3: Google will list the
"Purchasing Newsletter"
as a group. Select
the group.

Step 4: Click JOIN GROUP.

Step 5: In the new window,
click JOIN GROUP. The
administrator will be
informed of your request
and approve it.

Individuals that do not have
a State Google email ac-
count:

Please send an email to
John Palmer, johnpalmer@utah.gov.

COOPERATIVE CONTRACT: SHELVING

Did you know that the State of Utah has currently resolicited and awarded two new contracts for mobile and stationary filing and shelving systems. Contracts MA1231 with Nationwide Shelving and MA1943 with Spacesaver Intermountain are available for use and cover a variety of filing and shelving options including:

Stationary Shelving: Consists of storage units such as cantilever and other static shelving or filing systems.

Mobile Shelving – Motorized: Consists of storage units mounted on manufacturer's track-guided carriages to form a compact storage system. System design permits access to any single aisle by moving units until the desired aisle is opened. The carriage/rail system provides uniform carriage movement along the total length of travel, even with unbalanced loads.

Mobile Shelving – Mechanical: Consists of storage units mounted on manufacturer's track-guided carriages to form a compact storage system. System design permits access to any single aisle by manually moving units until the desired aisle is opened. The carriage/rail system provides uniform carriage movement along the total length of travel, even with unbalanced loads.

Mobile Shelving – Other: Consists of other mobile storage units not covered under the other categories.

Rotary Shelving: Consists of double-sided shelving that rotate 180 degrees allowing access to both sides from one position. System design allows for 2 rows of shelving in areas where usually only one would fit, therefore maximizing floor space.

Storage Products and Accessories: Consists of any additional storage products and accessories that

complement the offered shelving and filing product lines.

Along with the shelving and filing options these contracts also cover the following services:

Customer Service: Service provided to purchasing entities before, during, and after the purchase and installation.

Sales Service: Service provided to purchasing entity to assist in the product selection, order placement, and other information pertaining to the purchase of the product.

Design Services: Service provided to purchasing entity to assist in planning and determining the best utilization of available space based upon purchasing entity's needs and available storage space.

Installation Services: Service provided to purchasing entity where the Contracted Supplier will perform the installation of products ordered by the purchasing entity in the purchasing entities facility.

Warranty Resolution Services: Service provided to purchasing entity allowing for the reporting, tracking, and resolving any warranty claims submitted by the purchasing entity.

This contract is available to all state agencies and political subdivisions. A pricing information can be found in the contract summary document which is located on the purchasing website (<http://purchasing.utah.gov/purchasing>) Begin by selecting State Cooperative Contracts and searching by the contract numbers. If you have any questions feel free to contact the sales rep from the companies or Wesley Sellers with State Purchasing: wsellers@utah.gov 801-538-3709

NEW STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

TITLE	CONTRACT	VENDOR	DATES	ADDITIONAL INFORMATION
School Athletics Uniforms and Equipment	AV2288	Pro Look Sports Corp	11/20/2015-11/19/2020	<i>Region 1 only.</i> Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2289	Conner Athletic Products, Inc. dba Power Lift	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2290	Varsity Brands Holding Co. Inc dba BSN Sports	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2291	Hillock Sports	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2292	All American dba Riddell	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2293	Universal Athletic	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2294	American Soccer Company/Score	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2296	Upper Limit, Inc	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2298	Eastbay, Inc	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2299	Kranos Corporation dba Schutt Sports	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee

Utah “Best Value” Cooperative Contracts can be viewed at <http://purchasing.utah.gov/purchasing/statecontractsearch.html> Type the contract number in the search engine and click the magnifying glass.

NEW STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

TITLE	CONTRACT	VENDOR	DATES	ADDITIONAL INFORMATION
School Athletics Uniforms and Equipment	AV2300	Advanced Healthstyles Fitness Equipment, Inc	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2301	Promaxima	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
School Athletics Uniforms and Equipment	AV2302	Brent Lloyd dba Level 42 Sports	11/20/2015-11/19/2020	Multiple Award Contract See Full Contract: Attachment B for pricing sheet 0% fee
Towable Air Compressors	PD2306	Cate Rental & Sales, LLC	12/11/2015-12/10/2020	Replaces PD2267. Admin fee 0.25%
Palantir System Maintenance & Support	PD2305	Praescient Analytics	12/1/2015-11/30/2020	See Scope of Work on Summary Document, 0.3% administrative fee
Computer Equipment and Related Services (Laptops and Tablets)	PA2214	Panasonic System Communications	10/30/2015-3/31/2017	State level executive branch agencies must place orders through DTS
Clay Targets	PD2271	Larry's Sporting Good	12/1/2015-11/30/2020	Cost sheet included in summary document

Utah “Best Value” Cooperative Contracts can be viewed at <http://purchasing.utah.gov/purchasing/statecontractsearch.html>
Type the contract number in the search engine and click the magnifying glass.

EXTENDED STATE OF UTAH “BEST VALUE COOPERATIVE CONTRACTS

TITLE	CONTRACT	VENDOR	DATES	ADDITIONAL INFORMATION
Job Order Contracting	AR031	The Gordian Group, Inc	01/01/2011 - 12/31/2020	0% administrative fee

EXPIRED OR CANCELED STATE OF UTAH “BEST VALUE COOPERATIVE

TITLE	CONTRACT	VENDOR	End Date	ADDITIONAL INFORMATION
Towable Air Compressors	PD2267	United Rentals (North America) Inc.	12/14/2015	Replaced by PD2306